

Aberdeen 1847

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Box VII, 97. E.

# RULES AND REGULATIONS

OF THE

ABERDEEN

## MECHANICS' INSTITUTION.



ABERDEEN:

PRINTED BY WILLIAM BENNETT.

1847.

*Price Twopence.*

*Extract from 6 and 7 Vict., cap. 36.*

"No person or persons shall be assessed or rated, or liable to be assessed or rated, or liable to pay, to any County, Borough, Parochial, or other local Rates or Cesses, in respect of any Land, Houses, or Buildings, or Parts of Houses or Buildings, belonging to any Society instituted for purposes of Science, Literature, or the Fine Arts exclusively, either as Tenant or as Owner, and occupied by it for the Transaction of its Business, and for carrying into effect its Purposes, provided that such Society shall be supported wholly or in part by annual voluntary Contributions, and shall not, and by its Laws may not, make any Dividend, Gift, Division, or Bonus in Money unto or between any of its Members, and provided also that such Society shall obtain the Certificate of the Barrister at Law or Lord Advocate, as herein after mentioned."



## RULES AND REGULATIONS,

8c.

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In January, 1824, the Working Mechanics of Aberdeen, sensible of the great advantages which might be derived from their co-operating with each other, for the purpose of obtaining for themselves, at a moderate expense, instructions in the various branches of science useful in the exercise of their professions, resolved to establish an Institution for this purpose; and in order to attain this object, it was resolved that a Library of the most useful practical works in the arts, and on the principles of science connected with them, should be formed, and that Lectures should be delivered on those branches of science which are of the greatest importance to practical tradesmen. At the same time it was resolved to keep constantly in view the single object of the Institution, both in the appointment of the Lectures, and in the choice of Books to be placed in the Library.

In conformity with these resolutions, the following Rules and Regulations are declared to form the constitution of the Society:—

## CHAP. I.—GENERAL RULES.

1. The Society shall be denominated the Aberdeen Mechanics' Institution, and shall consist of individuals of all trades and professions.

2. That the object of the Institution shall be to promote the instruction and improve the education of the working classes, and all others who may choose to avail themselves of the advantages held out by it.

3. That the instruction of the members shall be carried out by means of Lectures, Classes, Library, Museum, and Exhibitions, calculated for their improvement in the principles of Literature, Science, the useful and ornamental Arts.

4. That all the money derived from the various Classes, Lectures, Rents, or any other source whatever, after paying the necessary expenses, shall be employed to extend and still farther increase the usefulness of the Institution.

## CHAP. II.—MEMBERS.

1. Every member of the Institution shall pay four shillings a year, previous to the first day of April, for which sum he will receive a ticket, giving him the use of the Library for one year, and a voice in the proceedings of the Institution.

2. A donation of Ten Pounds shall constitute the donor a member for life, and entitle him to recommend annually two pupils to the right of attending one class each.

3. A donation of Five Pounds shall constitute the donor a member for life, and entitle him to recommend annually one pupil to one of the Classes.

4. Life members who have subscribed previous to the 1st of March, 1847, shall be entitled to the privileges conferred on them by Rule 3rd, Chap. II. of the Rules and Regulations of the Institution, published in 1837, which Rule is as follows :—" A donation of Ten Pounds shall constitute the donor an honorary member for life, and entitle him on application to five tickets annually, in addition to his own ticket ; and a donation of Five Pounds shall also constitute the donor a member for life, and entitle him to two tickets annually, in addition to his own ticket. The tickets, in such cases,



to be at the disposal of the donors, and to give the right of attending the Library and any one of the Classes."

5. The Committee shall have power to elect as honorary members, individuals who have forwarded the objects and interests of the Institution, or have rendered important services to it.

6. Honorary members shall be entitled to the use of the Library, and have a voice in the proceedings of the Institution, for life.

### CHAP. III.—COMMITTEE.

1. The management of the Institution shall be vested in a Committee of fifteen members, to be chosen as herein-after directed.

2. The Committee for the time being, shall in the first week of April, elect five of their number to continue as members of Committee during the ensuing year. Each member of Committee present shall hand to the Chairman a list with the five names for whom he votes. The Chairman to mention the names who have the highest number of votes, and in case of an equality of votes to decide who are to continue on the Committee.

3. A general meeting of the members of the Institution shall take place in the last week of April, for the purpose of electing ten members of Committee for the ensuing year; and the Committee shall cause printed lists of the members of the Institution, as standing on the Roll on the first day of April, along with a notice of the day of meeting, and a voting slip, to be delivered to each member of the Institution, at least seven free days previous to the election.

4. Members voting shall write on the voting slip the names and designations of the ten individuals for whom they vote, and sign the same with their own name and designation.

5. Four, or if necessary more, of the members present at the meeting, shall be appointed by the meeting to act as scrutineers—two to receive the voting slips, and check them as received from the list of members; and two or more to examine the lists, and count the votes,—draw up and sign a report containing the names of the fifteen members who have the highest number of votes, and hand the same to the Chairman, who will announce to the meeting the names and number of votes for each of the ten members of the new Committee.

6. Should there be an equality of votes given for more than

ten, the number required, the Chairman shall have the power of selecting the names to be retained.

7. The three members having the highest number of votes next to the Committee, shall be chosen as Auditors of the accounts for the current year; and should a vacancy occur in the Committee, it shall be filled up by the Auditor who has the highest number of votes, or by the selection of the Committee, in case there should have been an equality of votes for the Auditors.

8. The Committee shall at their first meeting, elect a President, Vice-President, and Treasurer.

9. The Committee shall have the management, superintendence, control, and regulation of the whole property and proceedings of the Institution, but solely for the use and benefit of the members of the Institution, and subject to their review.

10. The Committee shall have power to appoint from their own number Sub-Committees, for the purpose of more conveniently carrying out the objects of the Institution. The meetings of each Sub-Committee to be attended by the Secretary, who will minute their proceedings in a book kept for that purpose.

11. The President, or Vice-President, or any three of the members of Committee, shall have power to order the Secretary to call a meeting of the Committee; but no business shall be transacted unless five members be present.

12. The Committee shall have power to add to their number any person or persons, whose advice or influence may be considered of use to advance the interests or promote the prosperity of the Institution. The number of persons so chosen never to exceed three.

13. The Committee shall have power to engage and appoint Lecturers, Teachers, Secretary, Librarian, and such other officers as may be necessary for efficiently carrying out the objects of the Institution, and have power to remunerate the same, from the funds.

14. The Committee shall cause fair and accurate minutes of their proceedings and meetings to be kept. They shall likewise cause the accounts of the Institution to be made up to the first week of April, to be ready for the inspection of the Auditors. They shall likewise prepare a report of the proceedings, management, and affairs of the Institution, from the date of their election, to be read and laid before the general meeting of the members, in the last week of April.



#### CHAP. IV.—THE TREASURER.

1. The Treasurer shall on his appointment have delivered over to him the Cash and other Books, &c. belonging to his department, along with an exact Inventory of all the property belonging to the Institution.

2. The Treasurer shall give security to the Committee for his intromissions with the money or property of the Institution, that may pass through his hands.

3. The Treasurer shall open a deposit account with one of the banking houses in town, in name of the Institution, and with the approbation of the Committee; and whenever the sum in his hands shall amount to ten pounds, he shall deposit the same.

4. All drafts upon the Bank shall be drawn by the Treasurer, and certified either by the President or Vice-President, or one of the Committee specially appointed by the Committee for that purpose, and the banker shall be instructed not to pay any drafts on account of the Institution, unless so drawn and certified.

5. The Treasurer shall keep the Cash Book and Leger, and shall prepare and arrange his accounts, and all the necessary documents, by the first week of April, to be laid before the Auditors; and he shall also lay a statement of his transactions before the Committee once a quarter.

6. The Treasurer shall keep an accurate account of all money received from members by the Officer, and shall check the same in the Officer's Books. He shall also receive from the Librarian all the money drawn at the Library, and shall check the same in the Library Cash Book. It shall also be his duty to draw out and grant receipts for rents and all other moneys that may become due to the Institution.

#### CHAP. V.—AUDITORS OF ACCOUNTS.

1. Three Auditors shall be appointed, as mentioned in Rule 7, Chap. III.; and due notice of their election shall be sent to them by the Secretary of the Institution.

2. The Committee shall, on the Monday of the third week of April, lay before the Auditors the accounts of the Institution properly balanced, along with the minute book of the Committee,

Treasurer's Books and Vouchers, the Library cash book, Officer's receipt and collection book, and all other documents which the Auditors may deem necessary. The Committee shall give such information as may enable the Auditors to investigate and thoroughly understand the accounts.

3. Should the Committee neglect or fail to lay the accounts before the Auditors, as above mentioned, the Auditors shall meet on the Wednesday after, and demand from the Committee that all books of accounts, and vouchers, &c. &c. be delivered to them. The Auditors to report to the general meeting of the members accordingly.

4. The Auditors shall draw up a statement and report of the accounts of the Institution, for the year, and shall sign the same, and one of their number shall lay it before the general meeting of the members of the Institution, in the last week of April, and read the same for their information.

#### CHAP. VI.—THE SECRETARY

1. The Committee shall have power to appoint a properly qualified person to act as Secretary, and to pay him a suitable salary.

2. If the Secretary be chosen from the members of the Committee, he shall have a vote in the proceedings of the Committee, and the Sub-Committees.

3. The Secretary shall keep accurate minutes of the proceedings and transactions of General Meetings of the Institution, of Committee Meetings, and of all the Meetings of Sub-Committees. He shall have, under the direction of the Committee, charge of the correspondence, and the general superintendence of the business of the Institution.

4. The Secretary shall at all times give the members of the Institution every information that they may require respecting the affairs of the Institution, and also free access to the minute book of the Committee.

#### CHAP. VII.—THE LIBRARY.

1. The Library shall consist of two divisions,—the first a Library of Reference, containing valuable Books and Drawings, to be



consulted by members in the Library room only, and not taken out; the second to consist of a Library of circulation,—the Books in it to be given out to the members.

2. The Committee shall purchase Books for the service of both the Libraries, and shall establish such rules and regulations for their management as may afford to the members the freest access to both, consistent with the safe custody of the Books, and general convenience.

3. Donations of works on all subjects will be admitted to the Library, excepting such as are of an immoral tendency; but the funds of the Institution shall be expended only on works on natural and experimental philosophy, practical mechanics and chemistry, architecture, drawing, design, and the fine arts, geography, voyages, travels, antiquities, natural, civil, and ecclesiastical history, moral and political philosophy, natural theology, and such other subjects as will best promote the objects of the Institution.

4. Non-members and females can obtain the use of the Library, subject to the regulations, on payment of four shillings a year, or one shilling a quarter; but they shall have no voice in the management of the Institution.

## CHAP. VIII.—MODELS.

1. The Committee shall have power to grant prizes for Models, which may be considered of value or importance, either from the scientific merit, or from the beauty of the workmanship displayed in their construction.

2. The Committee shall have power to offer rewards for discoveries or inventions, or drawings of machinery or apparatus that may be considered useful or important.

3. Members of the Institution, by presenting their tickets, will be admitted to see the collection of Models, &c. every lawful day, at such hour as the Committee shall consider proper.

## CHAP. IX.—THE CLASSES.

1. The Committee shall have power to form classes for natural philosophy, chemistry, arithmetic, mathematics, the various branches of drawing, modelling, English, French, book-keeping,

writing, singing, and such others as they may deem suitable for the objects of the Institution, and such as the state of the funds can afford.

2. The Committee shall have power to form rules for the proper regulation of the classes, and to charge such fees from the pupils as may be necessary.

#### CHAP. X.—THE TRUSTEES.

1. The whole property of the Institution is vested in the survivors of seven original Trustees, (Thomas Bannerman, Dr. Forbes, Dr. Henderson, Dr. Knight, Professor Paul, John Ramage, William Elgen), and Alexander Hadden, Patrick Pirie, and Provost Blaikie, who were elected on 22d January, 1844, to fill the vacancies caused by the deaths of Professor Paul, Thomas Bannerman, and John Ramage.

2. The Committee shall have power to nominate for the office of Trustees, in case of a vacancy by death, removal, or resignation of any of the Trustees—all such nominations to be subject to the approval of the first General Meeting of the Institution thereafter.

#### CHAP. XI.—GENERAL MEETINGS.

1. The annual general meeting of the members, for the election of the Committee, shall take place in the last week of April, at at which meeting the Committee's report for the year, and a statement of the accounts, as drawn up by the Auditors, shall be read to the members.

2. A general meeting of the members may be called, whenever the Committee shall deem proper.

3. Twenty members of the Institution shall have power to call a meeting of the members, upon lodging with the Secretary a requisition containing a statement of the object for which the meeting is to be held. The meeting to take place within twenty-one days from the reception of the requisition by the Secretary.

4. The President shall take the chair at all meetings of the members, and in his absence the Vice-President. Should neither be present, the senior member of Committee present, shall take the chair for the evening.



5. All questions shall be decided by a majority of the members present, unless with regard to alterations of the Rules, or the breaking up of the Institution.

## CHAP. XII.—ALTERATION OF THE RULES.

1. Any member proposing an alteration of any of the rules and regulations, shall give his proposal in writing, to the Secretary, and it shall be read at the first general meeting afterwards, and left to the consideration of the members till another general meeting.

2. No alteration of the rules and regulations shall be made, unless carried by at least two-thirds of the members present.

3. No proposal for breaking up the Institution, or alienating any part of its property, shall be carried, so long as any two members shall vote or protest against the same.

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ABERDEEN, *April 2, 1847.* — We, the undersigned, hereby certify that the foregoing Rules and Regulations are those agreed to, and adopted by, the Members of the Aberdeen Mechanics' Institution, at a Meeting held for that purpose, on the twenty-fourth day of February, eighteen hundred and forty-seven years.

(Signed)

AND. FYFE, *President.*

ANDW. ANDERSON, }  
 ROB. BROWN, JUN. } *Members of*  
 JAMES RETTIE, } *Committee.*

AL. YEATS, *Secretary.*

*April 6th, 1847.*—I certify, that the Aberdeen Mechanics' Institution, each page of whose Rules and Regulations is marked with my initials, is entitled to the benefit of the Act 6 and 7 Victoria, cap. 36.

(Signed) AND. RUTHERFURD.

At Aberdeen, the ninth day of April, in the year  
one thousand eight hundred and forty-seven,

At an adjourned Meeting of the Quarter Sessions of the Peace, for the  
County of Aberdeen; present, John Thomson Gordon, Esq., Sheriff of  
Aberdeenshire; William Simpson, Esq., Advocate, Aberdeen; and John  
Angus, Esq., Advocate, Aberdeen,

JOHN THOMSON GORDON, Esq., *Preses.*

The Meeting having considered the Rules and Regulations of "The  
Aberdeen Mechanics' Institution," and certificate thereon by the Lord  
Advocate, finding that the said Institution is entitled to the benefit of the  
Act 6 and 7 Vict., cap. 36; allow and confirm the same, and appoint  
a copy thereof to be enrolled amongst the Records kept by the Clerk of  
the Peace for the County of Aberdeen, and extracts thereof to be given  
out, on payment of the usual fees.

(Signed) JOHN T. GORDON, P.

These do certify, that what is written and printed on this and the eleven  
preceding pages, is a true and correct copy of the Rules and Regulations  
of "The Aberdeen Mechanics' Institution," with the certificate by the  
Lord Advocate, and minutes attached to said Rules and Regulations; the  
principal copy of which Rules and Regulations is deposited with the Clerk  
of the Peace of Aberdeenshire, and filed by him as a part of the Rolls  
and Records of the Sessions of the Peace of said Shire.

Given under the hand of me, Depute-Clerk of the Peace of Aberdeen-  
shire, at Aberdeen, this tenth day of April, eighteen hundred and forty-  
seven years.

(Signed) JOHN G. LESLIE.